INSTALLATION INSTRUCTIONS
FOR HUNTER CEILING FAN TYPE 2
READ AND SAVE THESE INSTRUCTIONS

CAUTION:

1. Read entire instructions carefully before beginning installation.

2. To avoid possible electrical shock, be certain electricity is shut off at main panel before wiring.

3. All wiring must be in accordance with national and local electrical codes. If you are unfamiliar with wiring, you should use a qualified electrician.

4. To reduce the risk of personal injury, install the fan only to the building structure according to these instructions, and use only the hardware supplied.

WARNING:

1. To reduce the risk of fire or electrical shock, do not use a solid state speed control with this fan. Use Hunter Controls only.

2. To reduce the risk of personal injury, do not bend the blade brackets when installing the brackets or cleaning the fan. Do not insert foreign objects in between rotating fan blades.

Step 1: Pre-Installation Instructions

A. Select installation site. Check to see that in normal use no object can come in contact with the rotating fan blades. The mounting site should also meet the precautions listed in Step 3 below.

B. Installation hardware is included for a standard drywall or plaster ceiling. You will need a 4" x 1-1/2" or a 4" x 1/2" outlet box and wire nuts (2) which can be purchased from any hardware store or electrical supply house.

C. The fan blades must be mounted at least 7' above the floor. For maximum efficiency, they should not have any obstruction (walls, posts, etc.) within 24" of the blade tips. See Figure 1 for mounting distances.

Step 2: Inspection of Fan

A. Unpack the fan carefully to avoid any damage to the components.

B. Check for any shipping damage to the motor and the fan blades. If more than one fan is being installed, keep the matched and balanced fan blades in sets, as they were shipped. Should one of the fan blades become damaged during shipment, return all blades in the set for replacement.

C. Check contents to be certain it contains a bag of parts.

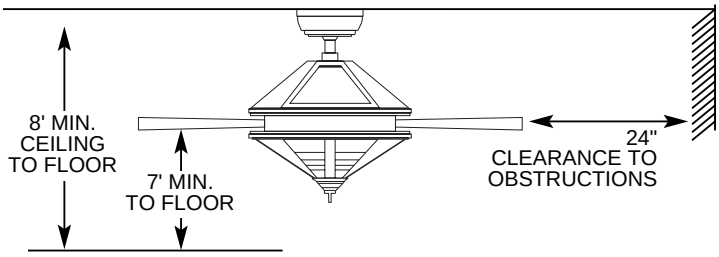

Figure 1. Wall Clearances

Step 3: Installation of Outlet Box and Rough-In Wiring

CAUTION: *Your Hunter ceiling fan with accessories can weigh up to 35 lbs. The following precautions must be taken for safety and to ensure that your fan is securely mounted to the ceiling.*

- *Be certain electricity is "off" at fuse panel when inspecting or repairing installation site.*
- *All wiring must meet local and national electrical codes.*
- *Do not mount directly to an unsupported ceiling or to an electrical outlet box. Mounting must support a 35 lb. fan with accessories.*

A. Secure metallic outlet box 4" x 1-1/2" or 4" x 1/2" deep to 2 x 4 cross brace between two ceiling joists as shown in Figure 2. The outlet box must be recessed into the ceiling by 1/16" minimum. Secure the outlet box to the cross brace by drilling (2) pilot holes no larger than the minor diameter of the wood screws (5/64") and use two #8 x 1-1/2" wood screws and washers. Use the innermost holes for securing the box. Orient the box so the outermost holes will be used in Step 4B.

CAUTION: *Do not use a lubricant on screws.*

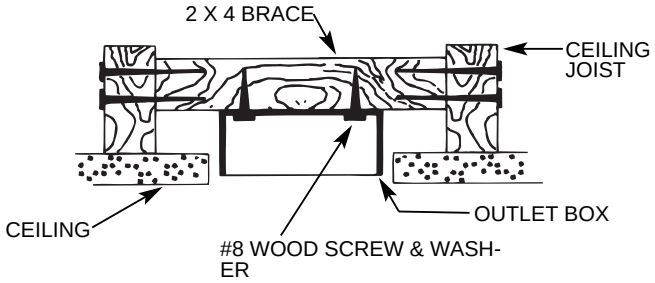

FIGURE 2. Outlet Box

B. Bring electrical cable into the outlet box and attach with an approved connector. Make certain that wiring meets all national and local electrical codes. Wire leads should extend at least 6" beyond outlet box for ease in making connections. See Figure 3.

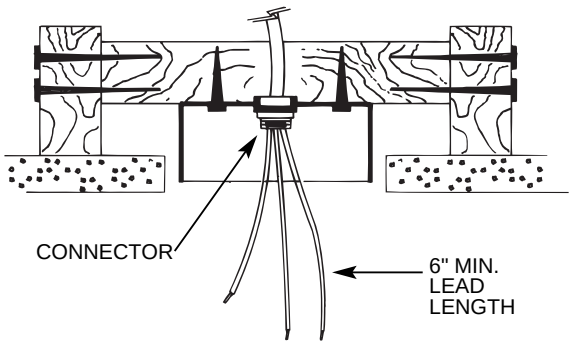

FIGURE 3. Wiring Outlet Box

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Step 4: Installation of Ceiling Plate

A. Install the (3) rubber bushings into the top of the ceiling plate by inserting small side of the rubber bushing into the three holes in the ceiling plate. See Figure 4.

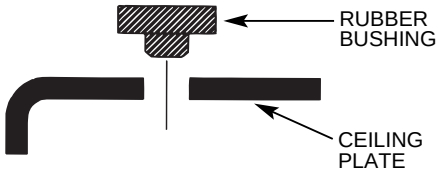


FIGURE 4. Rubber Bushings

B. Insert the lead wires through the opening in the ceiling plate and install the ceiling plate to the 2 x 4 brace which supports the outlet box. Use (2) #10 wood screws 3" long and (2) flat washers for mounting. Drill (2) pilot holes for the mounting screws 9/64" diameter. See Figure 4A.

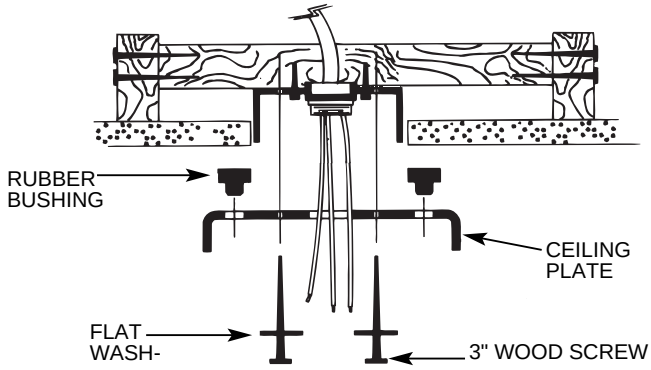


FIGURE 4A. Installing Ceiling Plate

NOTE: When mounting the fan on a vaulted ceiling, make sure that one set of elongated slots in the ceiling plate is aligned vertically with the ceiling joist, or horizontally with the cross brace if a cross brace is used. Be sure one of the threaded screw holes in the side of the ceiling plate is facing down. See Figure 4B. The hook in the ceiling plate should be in the down position.

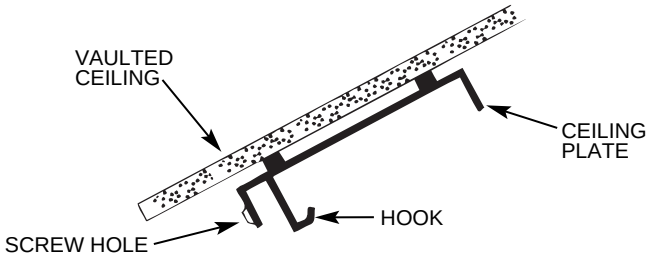


Figure 4B. Vaulted Ceiling

NOTE: When attaching ceiling plate to the outlet box support, make certain bushings remain in place.

NOTE: Tighten the ceiling plate mounting screws only enough to provide slight compression of the bushings. Do not overtighten.

Step 4A. Assemble Top Housing

CAUTION: *Do not lift motor by wires.*

A. Assemble the housing to the hanger adapter using (3) #8-32 screws. See Figures 4C and 4D. First align the (3) raised tabs of the hanger adaptor with the (3) narrow notches in the housing. Make certain the housing sits flat on top of the adaptor. Tighten the screws securely.

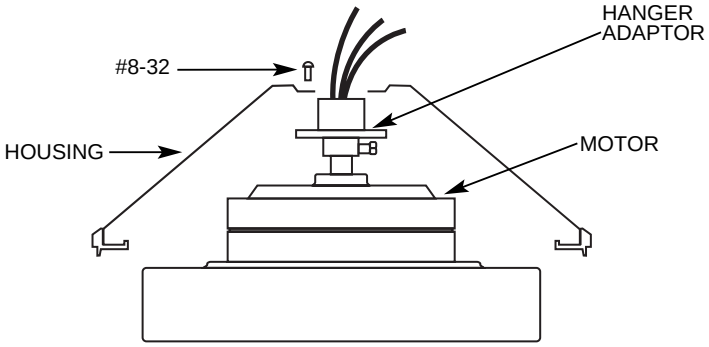
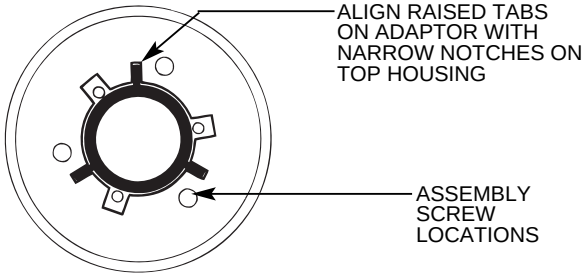


FIGURE 4C. Assemble Housing



VIEW: LOOKING DOWN ON TOP OF FAN
SHOWING TAB AND NOTCH ALIGNMENT

FIGURE 4D. Assembling Housing

NOTE: Assembly Methods For Installer's Choice Hanging System

Your new Hunter fan can be hung in (2) different manners. (1) as a low profile fan or (2) as a ball type hanging fan. Please read Steps 5 through 7 and decide which style mounting to use.

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Step 5-1: Fan Assembly, Low Profile Version

A. Place the canopy on top of the fan so the hole in the bottom of the canopy fits over the adaptor on the top of the fan. See Figure 5. Place the canopy assembly washer inside the canopy with the vertical flange of the washer resting on the inside of the canopy.

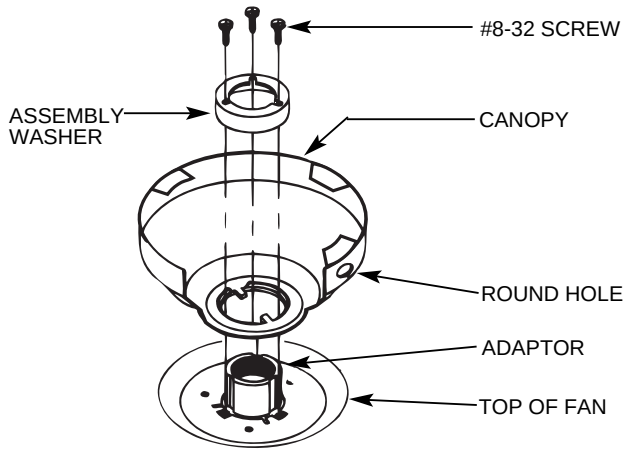

Figure 5. Low Profile Version

B. Position the (3) slots in the canopy assembly washer over the (3) threaded holes in the adaptor. see Figure 5.

C. Secure the canopy to the top of the fan using the (3) #8-32 x 7/8 long screws with lock washers. Make certain all screws ae tight. Failure to do so could result in the fan falling.

CAUTION: *To ensure proper engagement of the canopy assembly screws, the canopy must fit snug against the top of the fan.*

CAUTION: *Do not lift motor by wires.*

D. Being careful not to scratch the canopy finish, hang the fan from the hook in the ceiling plate using the round hole in the top of the canopy. See Figures 5 and 5A.

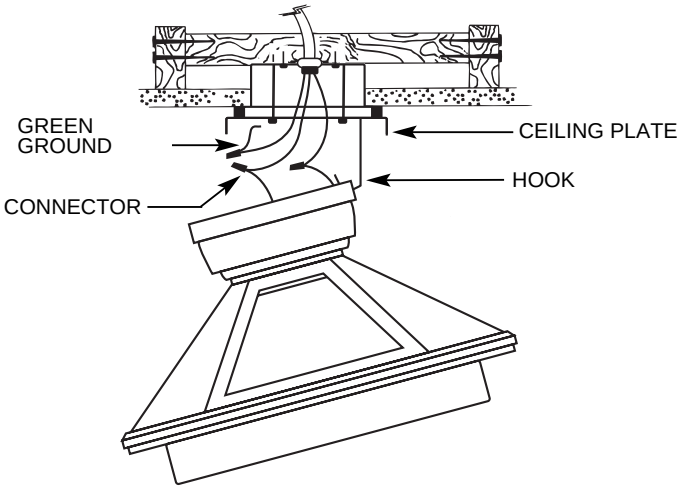

Figure 5A. Hanging the Fan

Step 5-2: Ball Hanging Version

CAUTION: *Do not lift motor by wires.*

A. Insert the pipe nipple through the canopy and feed the wires from the fan through the pipe nipple. Screw the pipe nipple into the fan adaptor until it is tight (at least 4-1/2 turns). Tighten the pipe nipple setscrew very securely, locking the pipe nipple to the fan adaptor. See Figure 5B.

CAUTION: *Failure to securely tighten the fan adaptor setscrew could result in the fan falling.*

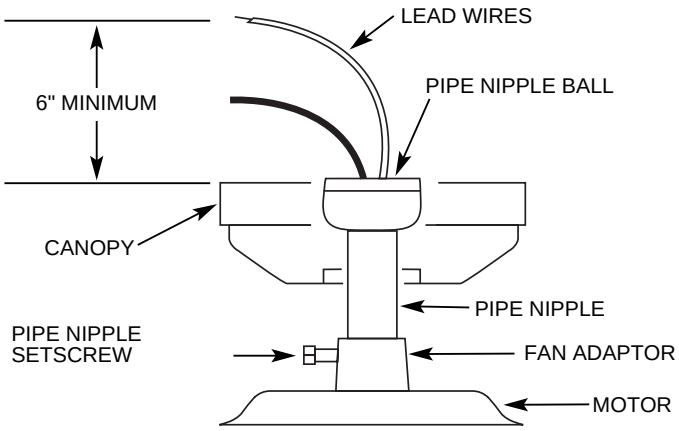

Figure 5B

B. Before hanging the fan from the ceiling plate align and engage the (2) tabs in the bottom of the canopy with the (2) grooves in the hanger ball. See Figure 5C.

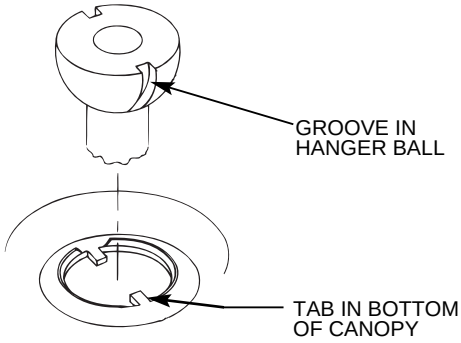

Figure 5C. Aligning Tab & Groove

Using the round hole in the top of the canopy, hang the fan from the hook in the ceiling plate. Make sure both tabs in the canopy remain engaged with the grooves in the ball. Be careful to not scratch the finish while hanging the fan. See Figure 5A.

Step 6: Final Wiring

A. Connect electrical supply leads from the motor, using approved connectors. Connect the black electrical supply lead to the black motor lead and the black with white stripe motor lead (see note). Connect the white electrical supply lead to the white motor lead. Connect the ground wire to the green leads from the pipe nipple and ceiling plate. See Figure 5A.

NOTE: If a separate wall switch will be used to control the light fixture, connect the black wire with white stripe to the wall switch lead. The wall switch must be acceptable for use as a general use switch.

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CAUTION: *No bare wire or wire strands should be visible after making connections.*

B. After making the wire connections, the wires should be spread apart with the white and green wires on one side of the outlet box, and the black and black/white wires on the other side of the box.

C. The splices should be turned upward and pushed carefully into the outlet box.

Step 7: Finish Fan Assembly

A. Remove the fan from the ceiling plate hook. Make sure you do not break any wire connections. The canopy has (3) suspension flanges located on top. See Figure 6. The ceiling plate has (3) mating slots. See Figure 6A.

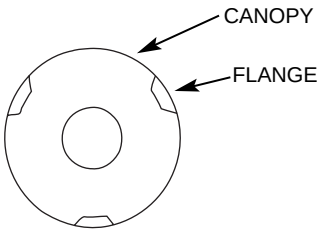

Figure 6

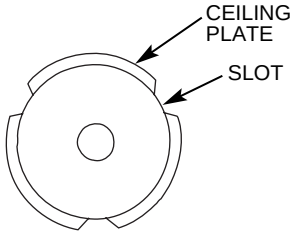

Figure 6A

B. Lift the fan and position the (3) flanges in the canopy into the (3) mating slots in the ceiling plate. Lift the fan until it is free to rotate in either direction. Rotate the fan until the (3) holes in the canopy line up with the (3) mating holes in the ceiling plate. Using (3) 10-32 x 1/2" long Phillips round head screws, secure the canopy to the ceiling plate.

CAUTION: *Failure to properly tighten the (3) screws could result in the fan falling.*

NOTE: For the ball hanging fan configuration make sure the (2) grooves in the ball are engaged with the (2) tabs in the canopy. Failure to do so could result in the fan falling. See Figure 5C.

Step 8: Fan Blade Assembly, Installation, and Balancing

A. Slide wood blade through slot in belly band and line up the (2) holes in the blade with the rubber grommets in the blade bracket. Insert rubber grommets into the (2) holes in the blade and assemble the blade to the blade bracket using the shoulder screws provided in sack parts. When properly assembled, the end of the blade grommets will fit inside the bracket grommet. Snug the shoulder screws to prevent vibration and wobble when the fan is operating. See Figure 7.

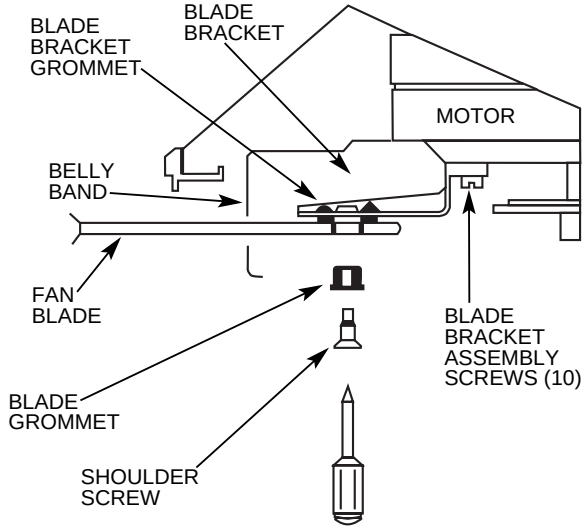

FIGURE 7. Installing Fan Blades

NOTE: When the screws are tight the blades may feel loose. This is normal when using grommets and will not be a problem.

B. Repeat the step shown above until all the blades are securely attached.

C. A blade balancing kit has been provided with your fan. Should the fan wobble in operation, you may use this kit to correct the balance per the instructions supplied with the kit.

NOTE: After installing all the blades, check the (10) blade bracket assembly screws which attach the brackets to the motor. Make certain they are tight. See Figure 7.

Failure to tighten these screws will result in noise and wobble when the fan is operating.

Step 9: Aligning the Fixture Fitter

A. Looking up at the bottom of the fan trim. Locate the raised arrow on the bottom of the trim. See Figure 8. Before proceeding with the next step make sure you've located the arrow.

NOTE: You may have to rotate the fan blades in order to see the arrow.

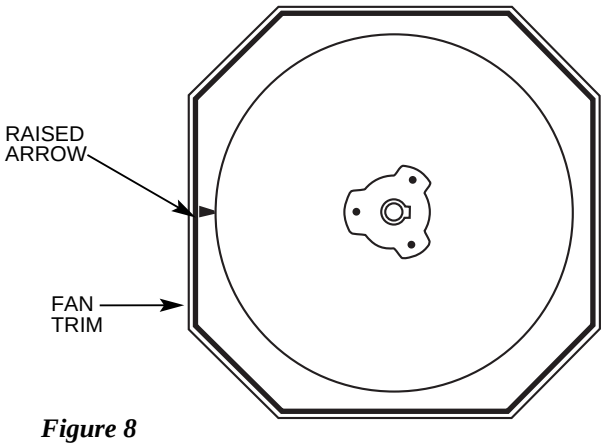

Figure 8

VIEW LOOKING UP AT BOTTOM OF FAN

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B. The (8) sides of the fitter must be aligned with the matching (8) sides of the fan trim. To orient the fitter locate the (3) arrow shaped holes near the outer edges of the fitter. See Figure 9.

Select the arrow which has a screw hole directly behind it, and align this arrow with the arrow in the trim. See Figure 9.

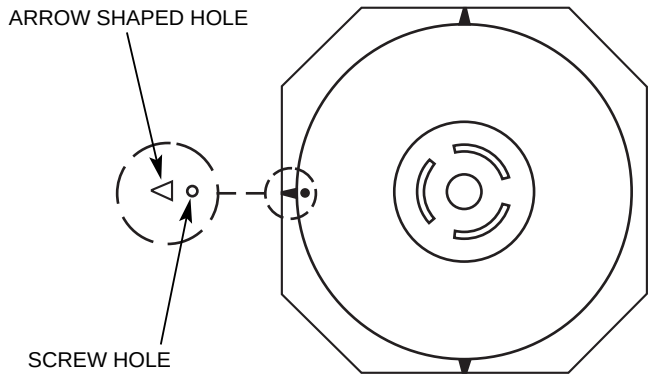

Figure 9. Fixture Fitter

Step 9A: Installing the Fixture Fitter

Thread the upper plug connector from the motor through the large hole in the center of the fitter. See Figure 9A.

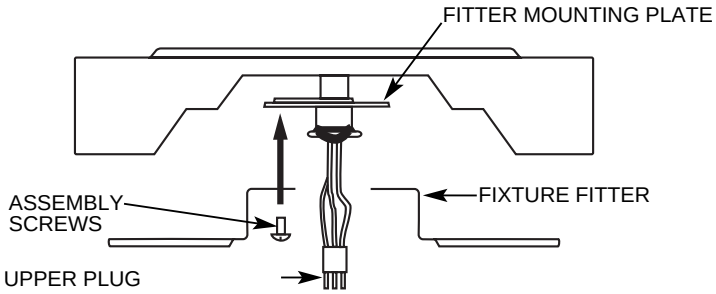

Figure 9A

Check the (3) elongated slots in the top of the fitter to see if they are aligned with the (3) mating screw holes in the fitter mounting plate. If any of the screw holes in the mounting plate are covered by the fitter, rotate the fitter ninety degrees either direction to allow access to the (3) mounting holes in the mounting plate. See Figure 9B.

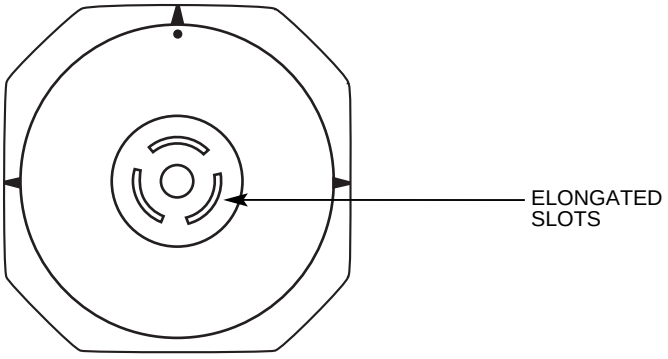

Figure 9B

Assemble the fitter to the fitter mounting plate using (3) 3/8" long Phillips round head screws with lockwashers. See Figure 9A. Tighten the (3) screws securely.

CAUTION: *Failure to securely tighten the (3) assembly screws could result in the light fixture falling.*

Step 9B. Attaching the Light Fixture

Plug the upper and lower plug connectors together. See Figure 9C. The connectors are keyed and will only go together one way.

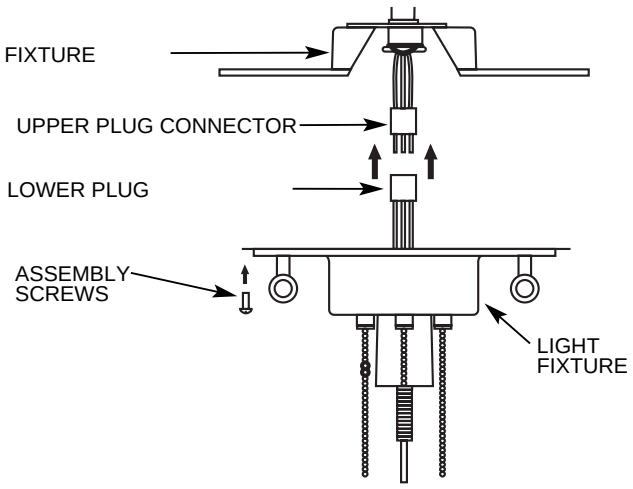

Figure 9C

Before assembling the light fixture to the fixture fitter locate the arrow shaped hole positioned directly behind one of the (3) screw clearance holes on the outside flange of the light fixture. See Figure 9D.

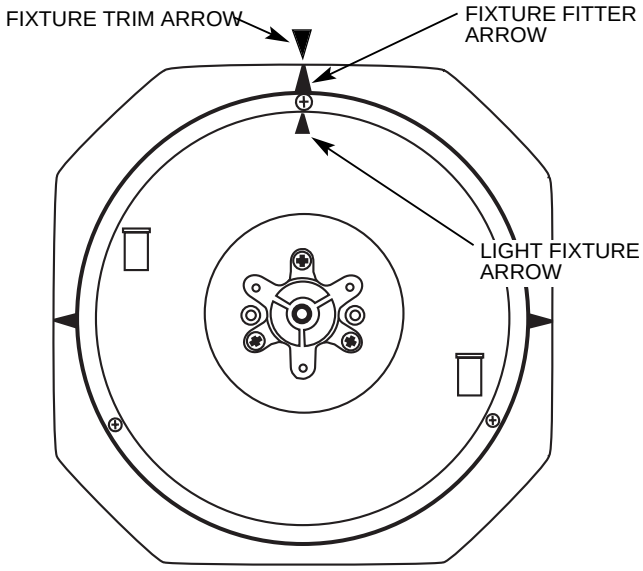

Figure 9D

Align the arrow in the light fixture with the arrows previously used to align the fan trim and fixture fitter. See Figure 9D.

Attach the light fixture to the fixture fitter using (3) 3/8" long Phillips round head screws with lockwashers. See Figure 9C. Tighten the screws securely.

CAUTION: *Failure to securely tighten the (3) assembly screws could result in the light fixture falling.*

Install (2) candelabra base lamps. Refer to maximum wattage label on light fixture for maximum lamp wattage.

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Step 10: Install Glass Globe

A. Before installing the globe, determine which of the (2) pull chains is used to control the fan. Located on the bottom of the light fixture, next to the fan pull chain switch is a label marked "fan." After installing the globe, pull this chain to control the fan. Pull the other chain to control the light. After the globe and finial have been installed, attach the wood balls with the extension chains to the ends of the fan and light pull chains using the breakaway connector attached to the end of the extension chains. See Figure 10C.

B. Locate the (3) pins at the bottom of the (3) flanges on the plastic spacer. See Figure 10.

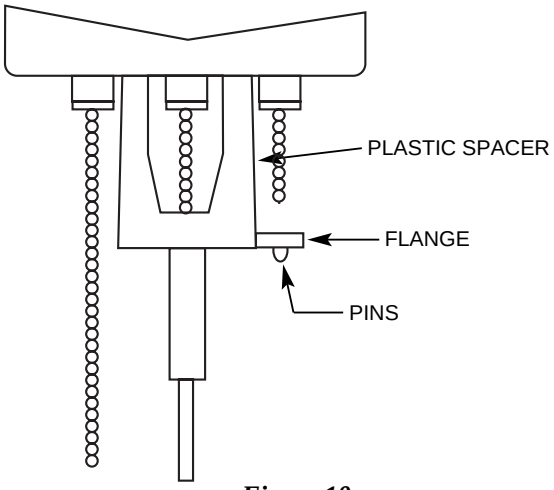

Figure 10

Align the (3) pins with the (3) small clearance holes in the metal plate at the bottom of the globe assembly. See Figure 10A. Make certain the (2) pull chains are aligned with the (2) larger outboard holes in the metal plate.

Guide the threaded tube and both chains through the larger holes in the metal plate. See Figure 10A. Lift the globe until the metal plate in the bottom of the globe bottoms out against the plastic spacer with the (3) pins sticking through the small holes in the metal plate.

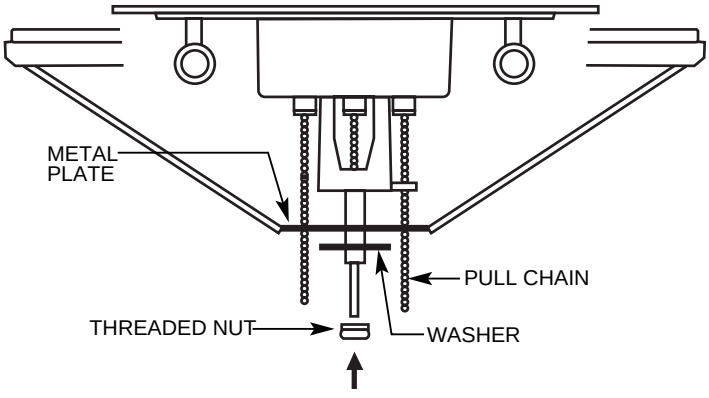

Figure 10A. Globe Assembly

Keeping the globe in position, place the large flat washer over the threaded tube and against the bottom of the globe. Thread the assembly nut onto the threaded tube, running it up tight against the bottom of the washer. Tighten the nut very securely. See Figure 10A.

NOTE: Check and make certain the metal plate in the bottom of the globe is tight against the plastic spacer.

Assemble the finial to the bottom of the light fixture by guiding the (2) pull chains and threaded tube through the (3) openings in the finial. See Figure 10B.

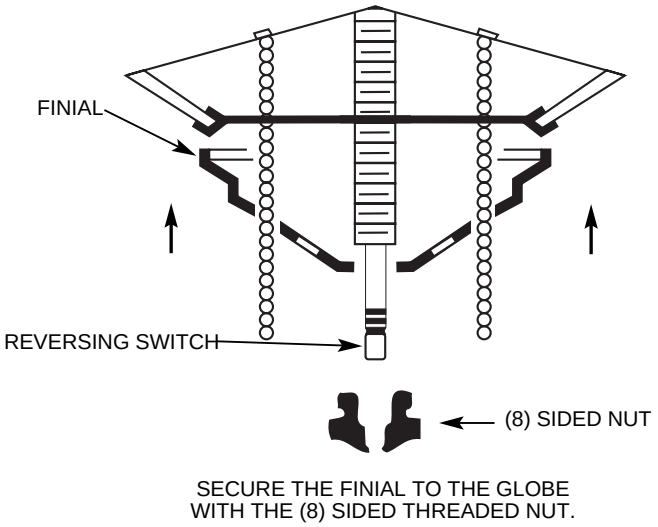

Figure 10B

NOTE: If the reversing switch plastic pull does not extend below the threaded tube, tap on the threaded tube and the plastic pull should drop down into the proper position.

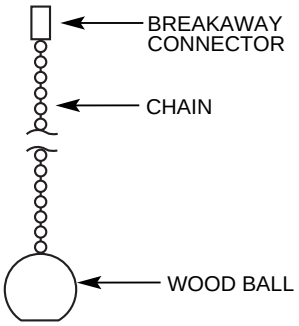

Figure 10C

The breakaway connector is designed to separate from the chain at a predetermined force. If a separation occurs, simply reinsert the connector. It can be reused again and again.

Step 11: Operation of the Fan

A. Turn electrical service on at main panel.

B. The fan switch operates in this sequence: "High," "Medium," and "Low." Pull the chain slowly and straight down to operate. Also release the chain slowly.

The motor reversing switch may be engaged by pulling down on the plastic rod extending out the bottom of the finial assembly nut. If you wish to reverse the fan direction slowly pull straight down on the plastic rod. See Figure 10B.

If needed, an extension chain may be added to the end of the reversing switch rod.

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TROUBLESHOOTING GUIDE

PROBLEM	PROBABLE CAUSE	SOLUTION
1. Nothing happens; fan does not move.*	1. Power turned off or fuse blown. 2. Loose wire connections or wrong connections. 3. Pull chain switch not "ON."	1. Turn power on or replace fuse. 2. Loosen canopy. Check all connections. (Turn power off while checking.) 3. Pull switch chain.
2. Noisy operation.	1. Blade brackets loosely screwed to motor. 2. Blade screwed loosely to blade bracket. 3. Blade cracked. 4. Non-Approved speed control being used.	1. Tighten screws until snug. 2. Tighten screws. 3. Replace all blades 4. Change to approved speed control.
3. Excessive wobbling.	1. Blade brackets not attached at proper locations. 2. Unbalanced blades. 3. Fan too close to vaulted ceiling. 4. Loose blades or blade brackets. 5. Fan not secure on hanger assembly.	1. Carefully review Step 8. 2. Use blade balancing kit. (See Step 8C.) 3. Lower or move fan. 4. Tighten all screws. 5. Turn power off. Support fan very carefully. Loosen canopy and hang correctly.

***NOTE:** If blades will not turn by hand, contact your nearest service representative.*

When switching from medium to low speed, you may notice some fan wobble. When fan speed stabilizes at low speed, wobble will disappear. If you have checked the above problems and still have trouble, call (901) 745-9222.

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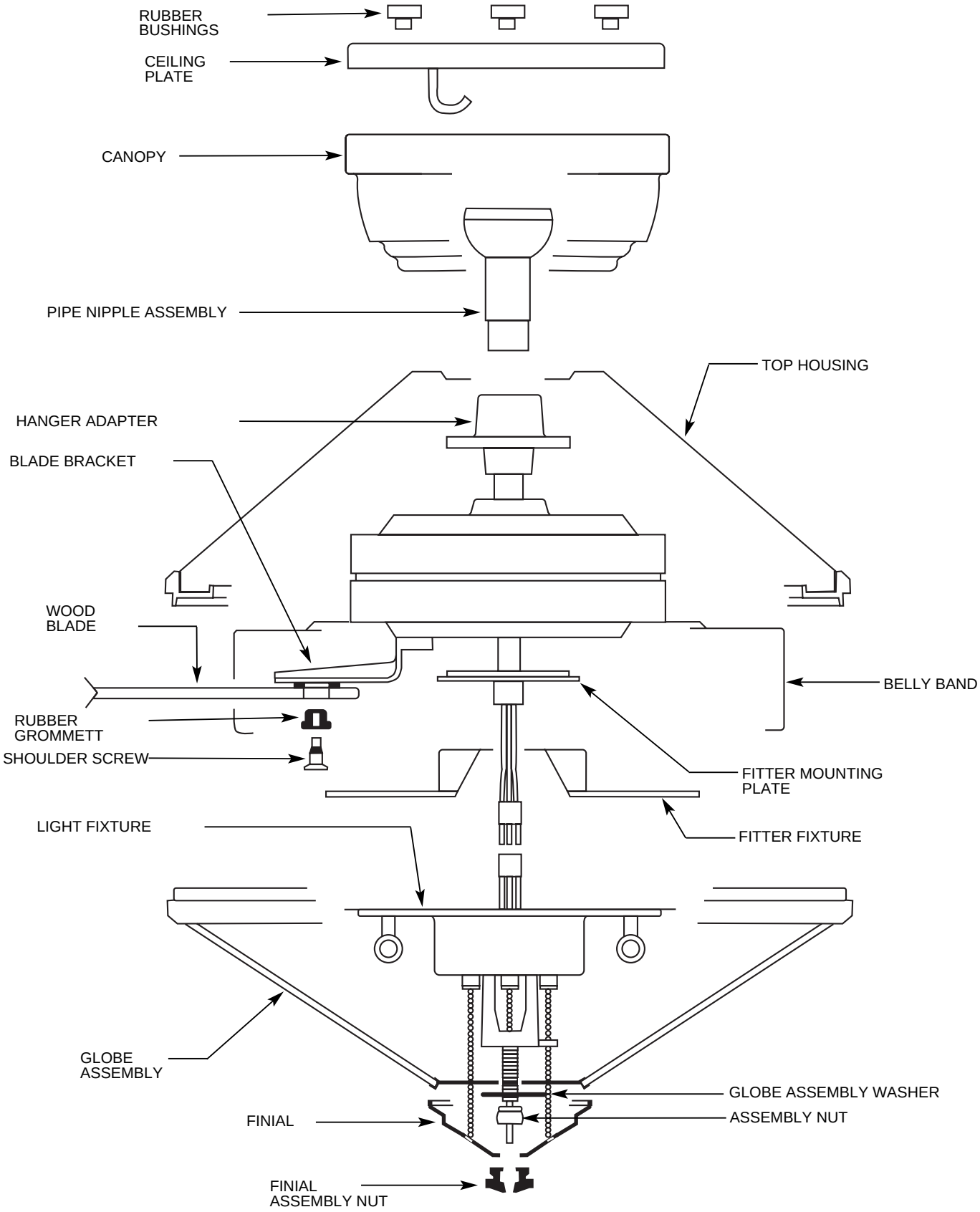

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